

**Town Manager's Office  
Town of Mansfield**

# Memo

To: Town Council  
From: Matt Hart, Town Manager  
CC: Town Employees  
Date: August 27, 2012  
Re: Town Manager's Report

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Below please find a report regarding various items of interest to the Town Council, staff and the community:

## **Council Requests for Information/Council Business**

- *Open Work Orders at the Senior Center* - This is a follow-up to Council's request at the last meeting to look into remarks made during public comment about the status of open work orders with the Department of Public Works for the Mansfield Senior Center. I am happy to report that Public Works does not have any long-standing, outstanding work orders for the Senior Center. During the week of July 23<sup>rd</sup>, Senior Center staff submitted a request to have some shrubs pruned; this was the only outstanding Public Works request for the center at the time of the July 23, 2012 Town Council meeting. Public Works had planned and did complete pruning and mowing at the Senior Center later that week. During the week of July 15<sup>th</sup>, the Senior Center held its annual shutdown week to allow the Department of Facilities Management to thoroughly clean the facility and to correct general maintenance issues. We have reviewed the open work orders that Facilities Management has for the Senior Center and noted only a few open items. All of these open items are non-emergency; some are waiting to be completed because parts are on order.
- *Revision to Fund Balance Policy* – Please note that last week staff sent to the Council an updated version of the proposed revised Fund Balance Policy, as supplemental information. We have placed a hardcopy of the supplemental information at Council's seats and have posted the document [online](#).
- *South Eagleville/Community Center Bus Stop* – Recall that the Council was copied on the Commission on Aging's correspondence to the Transportation Advisory Committee regarding this issue. Public Works had planned to locate a bus stop at that location and has completed much of the work. We should be able to open the new bus stop soon, pending the paving of the sidewalk and line striping.

## **Departmental Reports**

- *Finance Department Certificate of Achievement for Excellence in Financial Reporting* – I am pleased to announce that the Government Finance Officers Association (GFOA) has awarded Director of Finance Cherie Trahan and the Town of Mansfield with its *Certificate of Achievement for Excellence in Financial Reporting* for the town's comprehensive annual financial report for the fiscal year ended June 30, 2011. I would like to congratulate Cherie, the Finance Department staff and the Council's Finance Committee for this accomplishment. I know that the staff takes great pride in the quality of our financial reporting – our quarterly financial statements provide much detail than most local governments offer - and this award is a credit to our good work in this important area of municipal management.
- *Human Services* – On August 2<sup>nd</sup> approximately 100 seniors attended a Barbecue event at the Mansfield Senior Center, with music provided by the Rhode Island Rednecks. The event was co-sponsored by the Mansfield Senior Center Association and was the third Thursday evening activity that we held at the Senior Center this summer. Through its community service program, Masonicare donated, prepared and served the food and refreshments at the event; by all reports a good time was had by all.

## **Major Projects and Initiatives**

- *Independent/Assisted Living Project* – As requested by the Town Council, staff and Masonicare will provide an update regarding the independent/assisted living project. As of now, we are targeting the September 24<sup>th</sup> meeting for the update.
- *Interstate Reliability Project* - On Tuesday, August 28<sup>th</sup> and Thursday, August 30<sup>th</sup>, the Connecticut Siting Council will continue its hearings on the proposed Interstate Reliability Project. We understand that

Northeast Utilities has been working with representatives of the Cheney family to resolve the conflict at the Highland Ridge Driving Range and that a resolution may be close at hand. However, at this point there does not appear to be any resolution to the concerns expressed by the Mount Hope Montessori School or the family day care on Bassett's Bridge Road. Once the hearings are concluded, the Town will have 30 days to provide additional comments to the Siting Council.

- *Storrs Center Construction Update* – Construction of Phase 1A is nearly complete. Work continues on the individual commercial spaces, the parking garage and the sidewalks in front of the buildings. The new section of Dog Lane, which will frame the north side of the future Town Square is completed but not yet open to general vehicular traffic (construction vehicles and the incoming businesses may use the road for construction purposes). [The Oaks on the Square](#) has opened and moved in its residents. [Storrs Automotive](#) and [Select Physical Therapy](#) have some new neighbors on Dog Lane and others will be joining them soon. [Subway Sandwich Shop](#), [Skora's Barber Shop](#), [Connecticut Travel Planners](#) and [Body Language](#) are all open, and [Bank of America](#) and [Sweet Emotions Candy](#) are hard at work readying their new spaces with a goal of opening by the end of the month. While construction of Phase 1A is winding down, construction of Phase 1B is picking up. The steel supports for One Royce Circle, which will be adjacent to the parking garage, are being erected now, and framing of the upper floors will begin shortly thereafter. One Royce Circle will be a mixed-use building with commercial spaces on the first floor and additional units of The Oaks on the Square on the upper floors. While every effort is being made to manage traffic flow, there may be delays as the construction vehicles navigate the site. Please remember to drive slowly through the construction area and to maintain a safe distance between yourself and oversized vehicles. The Partnership continues to maintain a construction website for updates at <http://storrscenterconstruction.blogspot.com>.
- *UConn Technology Park* - UConn's Technology Park Master Plan Advisory Committee has been meeting on a regular basis (every 1-2 weeks) since June to develop an organizing concept and design guidelines for the park. Linda Painter, Director of Planning and Development, is the Town's representative on the committee and we expect that the draft master plan will be publicly unveiled in September. A separate programming committee has also been meeting to develop the building program (e.g. uses, equipment, space needs, etc.) for the first building at the park, which is expected to be completed by 2015. On a separate but parallel track, staff is researching the previous UCEPI legislation and preparing a presentation to the Council in September on the permitting and taxation aspects of the technology park project.

### **Member Organizations**

- *Tolland County Chamber of Commerce* – As the Council may recall, due to our location within Tolland County and the greater Windham region, the Town is a member of both the Tolland County and Windham Region Chambers of Commerce. I was recently elected to a second term on the Tolland County Chamber Board of Directors, and will serve on the board from October 1, 2012 through September 30, 2015. I look forward to representing the Town of Mansfield and our business community in this capacity.

### **Upcoming Meetings\***

- Traffic Authority, August 28, 2012, 9:30AM, Conference Room B, Audrey P. Beck Municipal Building
- School Building Project Informational Meeting, August 29, 2012, 7:00PM, Multipurpose Room, Goodwin Elementary School
- School Building Project Informational Meeting, August 30, 2012, 7:00PM, Multipurpose Room, Vinton Elementary School
- Mansfield Advocates for Children, September 1, 2012, 4:30PM, Council Chamber, Audrey P. Beck Municipal Building
- Regulatory Review Committee, September 4, 2012, 5:30PM, Council Chamber, Audrey P. Beck Municipal Building
- Inland Wetlands Agency/Planning and Zoning Commission, September 4, 2012, 7:00PM, Council Chamber, Audrey P. Beck Municipal Building
- School Building Project Informational Meeting, September 4, 2012, 7:00PM, Cafeteria, Mansfield Middle School

- School Building Project Informational Meeting, September 5, 2012, 7:00PM, Multipurpose Room, Southeast Elementary School
- Mansfield Downtown Partnership Board of Directors, September 6, 2012, 3:30PM, Council Chamber, Audrey P. Beck Municipal Building
- Town Council, September 10, 2012, 6:00 PM, Council Chamber, Audrey P. Beck Municipal Building

*\*Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*